

MELBA SCHOOL DISTRICT #136
Minutes of the Regular Board Meeting
Tuesday, August 12, 2025
Melba School District Office

- I. Call to Order Regular Board Meeting at 5:00 p.m. by Chairman Jason Knopp. Pledge of Allegiance was held.

Roll Call: ROLL CALL: In attendance were Trustees Jason Knopp, Joelene Gould, Ryan Seger, and Kyle Moos, Superintendent Sherry Ann Adams, Business Manager Megan Volkers, Board Clerk Jackie Engle, JRSR High Principal Eric Forsgren, Elementary Principal Ashli Nelson, and members of the audience.

- II. Public Participation
- a. Student Council
 - i. Student Council was not present.
 - b. Melba FFA
 - i. FFA Presented on their trip to Moscow, Summer Leadership at Donnelly, Canyon County Fair and Owyhee County Fair.
- III. Consent Agenda
- a. Approval of Agenda
 - b. Approval of Board Minutes
 - i. Approve Board Minutes for July 8, 2025
 - c. Approval of Previous Month's Bills and Misc. Hand Checks
 - i. Approval of Bills and Misc Hand Checks
 - d. Approval of Elementary and JRSR high School Financial Reports
 - i. Approval of Elementary School Financial Reports
 - ii. Approval of JR/SR High Financial Reports
- IV. Special Reports
- a. Student Numbers – Superintendent Sherry Ann Adams presented the current Open Enrollment Student Numbers.
 - b. Business Manager Report
- V. Old Business – Action Items
- a. A motion to approve the second reading of policies, procedures and forms was approved.
 - i. Policy 1313: Conflicting Policies and Procedures
 - ii. Procedure 1500-Pr(1): Board Meetings – Board Meeting Procedure
 - iii. Protocol 1500: Board Meetings
 - iv. Policy 1615: Trustee Spouse Employment
 - v. Policy 2320: Health, Sex Education, and Human Sexuality
 - vi. Procedure 2320-Pr(1): Health, Sex Education, and Human Sexuality – Parent Complaints
 - vii. Form 2320-F(1): Health, Sex Education, and Human Sexuality
 - viii. Policy 2340: Controversial Issues
 - ix. Policy 2340: Controversial Issues and Academic Freedom

- x. Policy 2345: Advanced Opportunities
- xi. Form 2345-F(1): Advanced Opportunities
- xii. Policy 3000: Entrance, Placement and Transfer
- xiii. Policy 3010: Open Enrollment
- xiv. Procedure 3010-Pr(1): Open Enrollment
- xv. Policy 3250 Distribution and Posting of Materials
- xvi. Policy 3340: Corrective Actions, Punishment, and Denial of Enrollment
- xvii. Policy 3440: Student Fees, Fines and Charges/Return of Property
- xviii. Policy 3525: Immunization Requirements
- xix. Procedure 3570-Pr(1): Student Records – Maintenance of School Student Records
- xx. Form 3570-F(1): Student Records
- xxi. Form 3570-F(2): Student Records
- xxii. Policy 4105: Public Participation in Board Meetings
- xxiii. Form 4105-F(1): Public Participation in Board Meetings
- xxiv. Policy 4310: Contact with Students
- xxv. Procedure 4600-Pr(1): Volunteer Assistance - Volunteer Assistance Procedures
- xxvi. Form 4600-F(1): Volunteer Assistance
- xxvii. Policy 5100: Hiring Process and Criteria
- xxviii. Policy 5110: Criminal History/Background Checks
- xxix. Policy 5825: Evaluation of School Bus Drivers
- xxx. Policy 7400: Purchasing
- xxxi. Policy 7405: Public Works Contracting and Procurement
- xxxii. Procedure 7405-Pr(1): Public Works Contracting and Procurement – Procuring Public Works, Services and Personal Property
- xxxiii. Policy 7407: Public Procurement of Good and Services
- xxxiv. Policy 7408: Service Contract with Professionals
- xxxv. Policy 8100: Transportation
- xxxvi. Policy 8115: Hours of Service of Drivers
- xxxvii. Policy 8120: Bus Routes, Stops and Non-Transportation Zones
- xxxviii. Policy 8140: Student Contact on Buses
- xxxix. Policy 8160: Contracting for Transportation Services
 - xl. Policy 8170: District Owned Vehicles
 - xli. Procedure 8170-Pr(1): District Owned Vehicles
 - xl. Policy 8180: Driver Training and Responsibility
 - xl. Procedure 8180-Pr(1): Driver Training and Responsibility – Responsibilities When Operating the School Bus
 - xliv. Policy 8190: Emergencies Involving Transportation Vehicles
 - xl. Policy 8195: District Vehicle Idling
 - xlvi. Policy 8300: Emergencies and Disaster Preparedness
 - xl. Procedure 8300-Pr(1): Emergencies and Disaster Preparedness
- Policy 9803: Flags and Banners

Motion by Trustee Ryan Seger

Motion Seconded by Trustee Joeline Gould

All in Favor, Motion Passed

VI. New Business – Action Items

- a. Personnel Report passed until after executive session.
- b. Open Enrollment passed until after executive session
- c. A Motion to Approve Extended Trip Request as presented was approved.

Motion by Trustee Joelene Gould
Motion Seconded by Trustee Ryan Seger
All in Favor, Motion Passed

- d. A Motion to Approve Facility Use Request from 110 Tackle was approved.

Motion by Trustee Ryan Seger
Motion Seconded by Trustee Kyle Moos
All in Favor, Motion Passed

- e. A Motion to approve Bus Routes and Bus Safety Routes as submitted was approved.

Motion by Trustee Ryan Seger
Motion Seconded by Trustee Joelene Gould
All In Favor, Motion Passed

- f. Executive Session

- i. I, Trustee Kyle Moos, moves that the Board, pursuant to Idaho Code 74-206, convene in executive session for the purpose of discussing matters pertaining to students, negotiations, property and/or personnel. Following discussion, the Board will reconvene into open session for the Board to act on matters discussed in the executive session and/or adjourn this meeting.

Roll Call:

Joelene Gould	Yes
Kyle Moos	Yes
Ryan Seger	Yes
Jason Knopp	Yes

Motion for executive session passed unanimously at 5:12 p.m.

5:12 p.m. to 5:18 p.m. Personnel

5:18 p.m. to 5:47 p.m. Student Open Enrollment

Motion to exit executive session 5:48 p.m. by Trustee Kyle Moos
Motion Seconded by Trustee Ryan Seger
All in Favor, Motion Passed

- a. A motion to approve Employee A request for leave of absence as presented was approved and a motion to accept the personnel report as submitted was approved.

Motion by Trustee Kyle Moos
Motion Seconded by Trustee Joelene Gould
All in Favor, Motion Passed

- b. A motion to approve the Student Open Enrollment Appeals for Student A, Student B, Student C and Student D was approved.

Motion by Trustee Kyle Moos
Motion Seconded by Trustee Joelene Gould
All in Favor, Motion Passed

- VII. Standing Reports
 - a. Superintendent Report
 - b. Elementary Report
 - i. Principal's Elementary Report
 - c. High School Report
 - i. Principal's JR/SR High School Report
 - ii. VP JR/SR High School Report
 - d. Business Manager Budget Report

- VIII. For Information Only
 - a. Athletic Update
 - b. Upcoming Events

- IX. A Motion to Adjourn at 5:51 p.m. was Approved

Motion by Trustee Ryas Seger
Motion Seconded by Trustee Joeline Gould
All in Favor, Motion Passed